O Hoz
373.1262
O59DE/DM

Exam. Instruction, No. 52
1,000, May. 1913.

ONTARIO
DEPARTMENT OF EDUCATION

Memorandum for Inspectors and Presiding Officers

RE MIDSUMMER EXAMINATIONS, 1913.

MATHEMATICAL INSTRUMENTS.

Candidates should be instructed to provide themselves with a pair of compasses, a protractor and a ruler showing both millimetres and sixteenths of an inch for all papers in Science and Mathematics.

PRACTICAL EXAMINATION IN BIOLOGY.

Candidates for Honours or for Scholarships who include Biology in their course will have practical work. The material for this work will be forwarded in due time from the Department of Education and will consist of one plant, a microscopical section, and an animal.

The bottles and boxes used for the conveyance of the material for the examination are to be returned to the Department of Education.

Zoology.

Give out the Zoology paper with the animal at 9 a.m.

The animal is furnished in weak alcohol, and is to be examined by the candidates in the water of their dissecting trays.

If by any defect in the arrangements for the examination, the candidates are without dissecting dishes, in which water may be provided, all the material, animal and vegetable, furnished in bottles, is to be soaked for ten minutes in water before distribution.

Botany.

Give out the Botany paper with the plant and the microscopic section at 1.30 p.m.

The plant is delivered in weak formalin and in bottles, and should be allowed to soak in water for at least *ten minutes before distribution.* The candidates are to receive the specimen in water in their dissecting trays, that it may not become dry before examination. *This is important.*

Each candidate is to be allowed the use of a compound microscope for *thirty minutes* during the examination period.

LOWER SCHOOL, MODEL SCHOOL ENTRANCE, SENIOR HIGH SCHOOL ENTRANCE, AND SENIOR PUBLIC SCHOOL GRADUATION EXAMINATIONS.

In the case of the above examinations, where the subjects of examination are the same, the papers will be the same, but under their respective headings.

Art.

For the examinations in Art, the Presiding Officer is instructed to see that the candidates are provided with drawing paper taken from the authorized (No. 2) Ontario Blank Drawing Book. This drawing paper, and not the regular examination books, should be used by all candidates at the examination in this subject.

Book-keeping.

For the examinations in Book-keeping candidates should be provided with the special examination books referred to in Memorandum re Examinations (Circ. 21). Where a supply of such books has not been furnished, the Presiding Officer is instructed to allow the candidates half an hour (8.30-9.00) in which to rule the regular examination books. Three pages should be ruled in one book for a Journal and three pages in a second book for a Ledger. Red ink may be used for ruling.

The envelope containing the question papers, however, shall not be opened before the prescribed time nor shall any additional time be allowed after the time set for candidates to stop writing.

Appeals.

In the case of the Lower School, the Model School Entrance, the Senior High School Entrance, and the Senior Public School Graduation examinations, all appeals must be forwarded to the Department of Education *not later than August 7th,* and, in the case of all other examinations, ***not later than September 1st,*** in order that the appeals may be settled before the opening of the respective schools.

Each appeal should be made on a separate sheet of paper, the full name of the candidate with the name of the examination centre at which he wrote should be clearly stated, and the required fee of $2 enclosed. Careful attention to these particulars will greatly aid the Department in having results of the appeals announced at an early date.

In view of all the precautions taken (see Instructions No. 5), there is but little use in appealing unless there is very strong reason to believe that a mistake has been made.